



## NEIGHBORHOOD COMMISSION

---

HONOLULU HALE • 530 SOUTH KING STREET, ROOM 406 • HONOLULU, HAWAII 96813 U.S.A.  
TEL: (808) 768-3710 • FAX: (808) 768-3711 • E-MAIL: [nco@honolulu.gov](mailto:nco@honolulu.gov)  
INTERNET: <http://www.honolulu.gov/nco>

### REGULAR MEETING MINUTES

MONDAY, SEPTEMBER 28, 2015

MISSION MEMORIAL BUILDING HEARINGS ROOM, GROUND FLOOR

CALL TO ORDER: Chair Yamanoha called the meeting to order at 7:00 p.m.

Members Present – Tyler Dos Santos-Tam, Robert “Bob” Finley, Joby North, Richard Oshiro, Robert Stubbs, Russell Yamanoha, and Sylvia Young.

Members Absent – Loryn Guiffre.

Guests – Tom Heinrich, Ron Lockwood (McCully-Mo’ili’ili Neighborhood Board No. 8), Aaron Landry, Elisabeth Contrades (Corporation Counsel), Shawn Hamamoto (Acting Executive Secretary), Uyen Vong, and Risé Doi (Neighborhood Commission Office).

Roll Call of Commissioners, Establishment of Quorum – A roll call of Commissioners established a quorum present with seven (7) Commissioners.

Report of any Neighborhood Commission business considered by the Liliha/Puunui/Alewa/Kamehameha Heights Neighborhood Board No. 14 – There was no report.

### APPROVAL OF MINUTES

Regular Meeting Minutes – July 27, 2015: Chair Yamanoha noted that the minutes for July 27, 2015 were already approved at the August 24, 2015 meeting.

Special Meeting Minutes – August 24, 2015: **Stubbs moved and Dos Santos Tam seconded to approve the August 24, 2015 special meeting minutes. The minutes were approved as published, 8-0-0 (Aye: Dos Santos-Tam, Finley, North, Oshiro, Stubbs, Yamanoha, and Young).**

PUBLIC CONCERNS – Tom Heinrich announced there will be a meeting regarding the Ala Wai canal project on Wednesday, September 30, 2015. Heinrich noted that the project affects residents in nine (9) neighborhood board districts. Heinrich also announced that the Charter Commission is accepting proposals, and urged the Neighborhood Commission to submit a proposal to the Charter Commission. Heinrich noted that the deadline for submittal of proposals is Saturday, October 31, 2015.

EXECUTIVE SECRETARY’S REPORT: Shawn Hamamoto reported the following:

Staffing Update – Relley Araceley has been hired to replace former neighborhood assistant Lori Snyder.

Office Move to Kapalama Update – The office move to Kapalama Hale has been postponed until January 2016.

Update on Council Appointments to the Neighborhood Commission – Appointments to the Neighborhood Commission will be discussed at the November 2015 Council meeting. Chair Yamanoha asked and Hamamoto answered that NCO will be one of the first departments to move to Kapalama Hale.

### COMMITTEE REPORTS

Elections Committee – There was no report.

Neighborhood Plan Committee – Finley reported he had sent out a letter to chairs asking for input before the end of December 2015. Finley also suggested having the election every four (4) years instead of every two (2) years, and use the additional funding for NCO a historian who would scan all the minutes, and a full-time parliamentarian to be on call in the evenings. Finley also suggested making a change to the districting rules, based on census information. Young noted that the boards were established by petition and the boundaries of the districts were

established based on census information. Young commented that a petition is not required to change the districts, but to change the number of seats on the board. Ron Lockwood, chair of the McCully-Mo'ili'ili Neighborhood Board No. 8 noted that the Board went from 17 seats to 15 seats, and went from subdistricts to all at-large seats. Lockwood recommended that the Neighborhood Commission look at the number of seats on each board every few years. Young asked if submitting feedback to the Charter Commission is under the Neighborhood Plan. Finley expressed disappointment with the Charter Commission, noting that the Charter Commission had reached out the neighborhood boards to be on the agenda, but rescinded. Finley commented that the Charter Commission needs to be clearer about what is being considered. Heinrich noted there are no proposals at this time and to submit proposals to the Charter Commission by Saturday, October 31, 2015.

Survey Committee – There was no report.

### COMMISSION BUSINESS

Conference of Chairs – Chair Yamanoha reported the last Conference of Chairs (COC) occurred on Saturday, March 1, 2014. Chair Yamanoha noted that in 2016, NCO hopes to invite chairs and vice chairs to attend a City Council meeting and observe how the meeting is run. Chair Yamanoha noted this could be part of COC or independently of the COC. Young commented that board members should also know how meetings are run, and noted that board members should clarify if they are testifying as a board member or as an individual at City Council meetings. Dos Santos-Tam asked and Contrades clarified that the date of COC is flexible, as long as it is held every two (2) years. Young commented that COC should be for discussing the evaluation, operation, and problems that the neighborhood boards have. Contrades suggested that intent of the COC is to get feedback for improvements to the neighborhood boards. Young noted that minutes were taken at the last COC. Contrades noted that less than a quorum of the Board can attend the COC, but suggested having two (2) COC locations so that more board members can attend. Chair Yamanoha noted that time elapses from the time the chairs are elected until the COC. Young noted that the board members need a training program from NCO. Dos Santos-Tam asked and Contrades noted that the COC is not meant to be a Commission meeting or a public meeting, but for the chairs to evaluate the neighborhood board system. Dos Santos-Tam suggested asking NCO how to structure the COC. Finley suggested having COC locations at Honolulu Hale and Kapolei Hale to increase participation. Heinrich noted that COC was not included in the Neighborhood Plan until 2008, and the main purpose was to gather the board chairs, not the Commission.

Time Limits for Public Testimony – Young noted that the Ewa Neighborhood Board had made a motion that gave three (3) minutes per speaker at the discretion of the Chair, but the Chair cannot arbitrarily enforce time limits. Contrades noted that the issue of rules and speaking and enforcing time limits came up at the last sanctions hearing. Contrades noted that Boards need to make a motion regarding the rules of speaking and enforce time limits equally on all speakers.

Recesses – **Finley moved and Young seconded to add discussion regarding Commission recesses to the agenda. The motion was ADOPTED UNANIMOUSLY, 8-0-0 (Aye: Dos Santos-Tam, Finley, North, Oshiro, Stubbs, Yamanoha, and Young).**

Chair Yamanoha and Young agreed with having an October recess. Stubbs mentioned he would not be present in December.

**Young moved and Stubbs seconded for the Neighborhood Commission to recess in October 2015 and December 2015. The motion was ADOPTED UNANIMOUSLY, 8-0-0 (Aye: Dos Santos-Tam, Finley, North, Oshiro, Stubbs, Yamanoha, and Young).**

### ANNOUNCEMENTS

Next Meeting: The Neighborhood Commission's next regular meeting will be held on Monday, November 23, 2015 at 7:00 p.m. at the Mission Memorial Building Hearings Room, 550 South King Street.

ADJOURNMENT: The meeting adjourned at 8:15 p.m.

Submitted by: Risé Doi, NCO Staff  
Reviewed by: Bryan Mick, NCO Staff